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## Town of Frenchboro Maine Annual Meeting Minutes 2016

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## Annual Town Meeting 2016 Warrant

### THE WARRANT TOWN MEETING OF FRENCHBORO JUNE 23, 2016

State of Maine  
Hancock County, ss

To: Arthur Fernald, in the Town of Frenchboro, in the County of Hancock, State of Maine

Greetings:

In the name of the State of Maine you are hereby required to notify and warn the inhabitants of Frenchboro, in the said County, qualified by the law to vote in town affairs, to meet in said town at the Municipal Building, on the day of June 25, 2015 at three o'clock in the afternoon to act on the following articles to wit:

#### Articles to Elect Town Officials

Article 1                      To choose one moderator to preside at said meeting.

Written Ballot required.

**Duncan Bond chosen as moderator.**

Article 2                      To choose two Selectboard member/Assessor/Overseer of  
poor for a three-year term and a one Selectboard member a one-year  
term. The term of Sarah Brake expires 2016,

**K. Smith motions for Sarah Brake and seconded by Zachery Lunt. Sarah Brake elected for a one-year term.**

Zachery Lunt expires 2016, and the term of Kim Smith expires 2016.  
Written ballot required.

**D. Lunt motions for Zachery Lunt and seconded by J. Lunt. Zachery Lunt elected for a three-year term.**

Article 3                      To choose one Town Clerk/Registrar of Voters for a one year  
term. Current clerk is Ann Fernald.

**Z. Lunt motions to elect Heidi Kelley and seconded by L. Lunt. Heidi Kelley elected to a one-year term.**

Article 4                      To choose one Tax Collector/Excise Tax Collector for a one  
year term. Current Tax Collector is Rachel Bishop.

**K. Smith motions to elect Heidi Kelley and seconded by Z. Lunt. Heidi Kelley elected to a one-year term.**

Article 5                      To choose one School Committee member for a two year  
term, the term of Laurette Lunt expires 2015.  
Written Ballot required.

**L. Lunt motions to elect Breanna Ransom and seconded by K. Smith. Breanna Ransom elected for a three-year term.**

Article 6                      To choose one Fire Warden Committee Member for a three year term. The term of Myron C. Lenfestey, Jr. expires 2015.

**H. Kelley motions to elect Tim Wiggins and seconded by K. Smith. Tim Wiggins elected to a two-year term.**

**K. Smith motions to elect Adam Paisley and seconded by Z. Lunt. Adam Paisley elected to a one-year term.**

Article 7                      To choose two Harbor Committee members for one year terms. The terms of Travis Lunt and Brian Coffay expire. One member must be a Commercial Fisherman as set forth in the Frenchboro Town Dock, Float and Harbor Ordinance.

**K. Smith motions to elect Rod Bost and B. Roxby seconds the motion.**

Article 8                      To choose any necessary members of the Planning Board and Board of Appeals. There is one vacancy on each board..

**Nominations: Joe Lunt, 2<sup>nd</sup>. Hand vote – Joe Lunt elected to Planning Board.**

### Articles to Approve the Municipal Budget

Article 9                      To see what sum the Selectboard is authorized to expend for Administrative Salaries for the fiscal year beginning July 1, 2016 and ending June 30, 2017, and to see what sum the Town will vote to raise and appropriate for the same.

**Select board recommends:                      \$ 27,700.00**

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

Article 10                      To see what sum the Selectboard is authorized to expend for Administrative Expenses for the fiscal year beginning July 1, 2016 and ending June 30, 2017, and to see what sum the Town will vote to raise and appropriate for the same.

**Select board recommends:                      \$29,160.00**

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

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Note: Please see Appendix A-1 for the line item budget

Article 11                      To see what sum the Selectboard is authorized to expend for Municipal Building Expenses for the fiscal year beginning July 1, 2016 to June 30, 2017, and to see what sum the Town will vote to raise and appropriate for the same.

**Select board recommends:               \$ 7,500**

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

Article 12                               To see what sum the Selectboard is authorized to expend for Public Works Expenses for the fiscal year beginning July 1, 2016 and ending June 30, 2017, and to see what sum the Town will vote to raise and appropriate for the same.

**Select board recommends:       \$ 56,600.00**

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

Article 13                               To see what sum Selectboard is authorized to expend for Fire Department Operational Expenses for the fiscal year beginning July 1, 2016 and ending June 30, 2017, and to see what sum the Town will vote to raise and appropriate for the same.

**Select board recommends:               \$ 3,500.00**

**Explanation: To be able to cover the costs to dispatch fees for 9-1-1, and enough funds for an emergency boat trip in the event of a fire.**

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

Article 14                               To see what sum of money, if any, the town will vote to raise and appropriate and expend in Unclassified Accounts.

**Select board recommends:               \$ 1,000**

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

## **Articles to Transfer Funds**

Article 15                               To see what sum the Selectboard is authorized to expend for Teacher's House Expenses for the fiscal year beginning July 1, 2016 and ending June 30, 2017, and to see what sum the Town will vote to raise and appropriate for the same.

**Select board recommends:               \$ 2,500.00**

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

Article 16A                              To see what sum of money, if any, the town will vote to move from the Municipal Building Reserve Account to the Municipal Building Operational Account.

Select board recommends \$ 4,000.00

Explanation: Instead of raising new funds, this amount will be moved to cover minor building upgrades for the 2015 fiscal year.

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

Article 16B To see what sum of money, if any, the town will vote to move from the Attorney Reserve Account to the Attorney Operational Account.

Select board recommends \$ 4,000.00

Explanation: Instead of raising new funds, this amount will be moved to cover the cost of the Bond Counsel for the purpose of a Municipal Bond.

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

Article 17

To see what sum of money, if any, the town will vote to appropriate from the following General Fund Revenue sources to be used towards the 2015-2016 budget appropriations thereby decreasing the amount required to be raised by property taxes.

Select Board recommends:

Excise Tax	
Auto	\$ 5,884.62
Excise Tax Fees	
Auto	\$ 76.58
Boat	\$ 6.00
Exemption Reimbursements	\$ 4,960.00
State Revenue Sharing	\$ 3,573.73
Tree Growth	\$ 869.25
Earned Interest	\$ 590.82
Travel Reimbursements-School	\$ 477.50
Waste Mgt. Income	\$ 98.98
Lien Fees	\$ 881.16
Payment in Lieu of Taxes	\$ 10,000.00

Total Income:	\$ 27,418.64
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Treasurer's Note: At the end of the Fiscal Year, the following revenue related entries are made: Boat Excise Income goes to the Town Wharf Reserve Income Account; Transportation and Urban Renewal Income goes to the Road Reserve Income Account; Teacher's House Income goes to the Teacher's House Reserve Income Account; Fire Department Income goes to the Fire Department Reserve Income Account; and Gravel Pit income goes to the Gravel Pit Reserve Income Account. These adjustments are all authorized b Town Meeting votes from previous years.

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

Article 18 To see what sum, if any, the voters will appropriate from the General Fund to be used toward the budget appropriations thereby decreasing the amount required to be raised by property taxes.

Explanation: All the unexpended monies and debit from the FY 2014-2015 will go back into the General Fund. The current estimate for the amount of money that will go back into the General Fund \$ 21,200. This amount does not take into consideration any transfer of funds from operational to reserve accounts previously voted in warrant.

Select board recommends passage.

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

Article 19 To see if the town will vote to appropriate any non-dedicated funds Received to be used toward the budget appropriations thereby Decreasing the amount required to be raised by property taxes.

Select board recommends passage.

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

Note: Articles 9 - 14 authorize a total budget of \$ 121,960.00

## **School Related Articles**

### **FRENCHBORO SCHOOL DEPARTMENT**

#### **Articles**

**Note: Articles 27 through 37 authorize expenditures in cost center categories**

**Article 20** To see what sum the School Committee is authorized to expend for **Regular Instruction** for the fiscal year beginning July 1, 2016 and ending June 30, 2017.

School Committee recommends **\$ 95,668**

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

**Article 21** To see what sum the School Committee is authorized to expend for **Special Education** for the fiscal year beginning July 1, 2016 and ending June 30, 2017.

School Committee recommends **\$ 18,946**

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

**Article 22** To see what sum the School Committee is authorized to expend for **Career and Technical Education** for the fiscal year beginning July 1, 2016 and ending June 30, 2017.

School Committee recommends **\$ -0-**

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

**Article 23** To see what sum the School Committee will be authorized to expend for **Other Instruction** for the fiscal year beginning July 1, 2016 and ending June 30, 2017.

School Committee recommends **\$ -0-**

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

**Article 24** To see what sum the School Committee is authorized to expend for **Student & Staff Support** for the fiscal year beginning July 1, 2016 and ending June 30, 2017.

School Committee recommends **\$ 10,765**

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

**Article 25** To see what sum the School Committee is authorized to expend for **System Administration** for the fiscal year beginning July 1, 2016 and ending June 30, 2017.

School Committee recommends **\$ 7,509**

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

**Article 26** To see what sum the School Committee is authorized to expend for **School Administration** for the fiscal year beginning July 1, 2016 and ending June 30, 2017.

School Committee recommends **\$ 16,372**

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

**Article 27** To see what sum the School Committee will be authorized to expend for **Transportation & Buses** for the fiscal year beginning July 1, 2016 and ending June 30, 2017.

School Committee recommends **\$ 11,100**

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

**Article 28** To see what sum the School Committee is authorized to expend for **Facilities Maintenance** for the fiscal year beginning July 1, 2016 and ending June 30, 2017.

School Committee recommends **\$ 15,140**

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

**Article 29** To see what sum the School Committee will be authorized to expend for **Debt Service and Other Commitments** for the fiscal year beginning July 1, 2016 and ending June 30, 2017.

School Committee recommends \$ -0-

**Article 30** To see what sum the School Committee will be authorized to expend for **All Other Expenditures** for the fiscal year beginning July 1, 2016 and ending June 30, 2017.

School Committee recommends \$ -0-

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

***Note: Articles 20 – 30 authorize a total budget of \$ 175,000***

**Note: Articles 31, 32 & 33 raise funds for the Proposed School Budget**

**Hand Count**

**Article 31** To see what sum the voters of the Town of Frenchboro will appropriate for the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act (**Recommend \$75,404**) and to see what sum the voters of the Town of Frenchboro will raise as the Town's contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act in accordance with the Maine Revised Statutes, Title 20-A, section 15688 for the period July 1, 2016 to June 30, 2017.

School Committee recommends **\$50,337**

*Explanation: The Town of Frenchboro's contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act is the amount of money determined by state law to be the minimum amount that a municipality must raise in order to receive the full amount of state dollars.*

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

**Hand Count**

**Article 32** To see what sum the voters of the Town of Frenchboro will raise and appropriate for the annual payments on debt service previously approved by the legislative body for non-state-funded school construction projects, non-state funded portions of school construction projects and minor capital projects in addition to the funds appropriated as the local share of the Town of Frenchboro's contribution to the total cost of funding public education from kindergarten to grade 12 for the period July 1, 2016 to June 30, 2017.

School Board recommends \$ -0-

*Explanation: Non-state-funded debt service is the amount of money needed for the annual payments on the Town of Frenchboro's long-term debt for major capital school construction projects and minor capital renovation projects that are not approved for state subsidy.*



**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

**Written Ballot Vote Required**

**Article 33** To see what sum the voters of the Town of Frenchboro will raise and appropriate in additional local funds for school purposes (**Recommend: \$ 64,335**) for the period July 1, 2016 to June 30, 2017, which exceeds the State's Essential Programs and Services allocation model by (**Recommend: \$62,492**) as required to fund the budget recommended by the school committee.

The School Committee recommends **\$ 64,335** for additional local funds and gives the following reasons for exceeding the State's Essential Programs and Services funding model by **\$ 62,492**: The State funding model underestimates the actual costs to fully fund the 2016-2017 budget.

*Explanation: The additional local funds are those locally raised funds over and above the Town of Frenchboro's local contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and local amounts raised for the annual payment on non-state funded debt service that will help achieve the Town of Frenchboro's budget for educational programs.*

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

Note: Articles 38, 39 & 40 raise a total town appropriation of **\$ 142,035**

**Note: Article 34 summarizes the proposed school budget and does not authorize any additional expenditures**

**Hand Count**

**Article 34** To see what sum the voters of the Town of Frenchboro will authorize the School Committee to expend for the fiscal year beginning July 1, 2016 and ending June 30, 2017 from the Town's contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act, non-state-funded school construction projects, additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, section 15690, unexpended balances, tuition receipts, state subsidy and other receipts for the support of schools.

School Committee recommends **\$ 175,000**

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

**Article 35** In addition to the amount in Articles 20 – 34, shall the School Committee be authorized to expend such other sums as may be received from federal or state grants or programs or other sources during the fiscal year 2016-2017 for school purposes provided that such grants,

programs or other sources do not require the expenditure of other funds not previously appropriated?

Current Year Totals: \$ 20,002      School Committee recommends passage.

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

**Article 36**      To see if the voters of the Town of Frenchboro will authorize the school committee to have the Frenchboro Elementary School remain open for the 2016-2017 school year with a projected enrollment of approximately three students.

School Committee recommends passage.

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

## **Municipal Operational Articles**

Article 37      To see if the Town of Frenchboro will vote to authorize the Select Board to apply for grants, approve the acceptance of grants, receive grants, and expend grant funds for the purpose stated in the grant provided that the acceptance of any funds requiring a match from Town funds would require town meeting approval.

Select board recommends passage.

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

Article 38      To see if the Town of Frenchboro will vote to authorize the Select Board on behalf of the Town, to sell and dispose of any Real Estate acquired by the Town for nonpayment of taxes, thereon, on such terms as they deem advisable, and to execute quit claim deeds for the property.

Select board recommends passage.

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

Article 39      To see if the voters of the Town of Frenchboro will authorize the Select Board to dispose of Town-owned personal property with value of \$5,000.00 or less under such terms as the Board deems advisable.

Select board recommends passage.

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

Article 40      To see if the voters of the Town of Frenchboro will vote to exceed the property tax levy limit established for Frenchboro by State law.  
Written Ballot Required

Explanation: Current calculations indicate that Frenchboro will not exceed its 2014 property tax levy limit; however, this article is a precaution in the event that it becomes necessary to exceed this amount for the next fiscal year.

Select board recommends passage.

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

Article 41                      To see if the voters of the Town of Frenchboro will fix the dates when taxes are due and payable and to see if the Town will fix a rate of interest to be charged on taxes after that date:

Select board recommends November 1, 2016 and 7% or the maximum amount determined by the State Treasurer, whichever is less.

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

Article 42                      To see if the voters of the Town of Frenchboro will establish a maximum interest rate to be paid on abated taxes:

Select board recommends 3% or the maximum amount determined by the State Treasurer, whichever is less.

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

Article 43                      To see if the voters of the Town of Frenchboro will vote to authorize the tax collector to accept prepayments of taxes not yet committed, pursuant to 36 M.R.S. §506.

Select board recommends passage.

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

Article 44                      To see if the voters of the Town of Frenchboro will form an Advisory Committee (Fund Committee) to oversee the use of distributions from a newly-established Frenchboro Community Fund maintained and administered at Maine Community Foundation (the Fund). Under the Designated Fund Agreement and Statement of Purpose adopted at the time of formation of the Fund, the Advisory Committee is to be made of up five members, with staggered three-year terms, as follows:

- One member designated by the existing Fund Committee, to have an initial three-year term (expiring at Town Meeting 2019). This person is initially designated by Frenchboro Future Development Corporation (FFDC, the Fund Donor).
- One member who is a member of the Select Board, appointed by the Select Board, to have an initial three-year term (expiring at Town Meeting 2019).
- Two members who are, or are family members of, property owners on Frenchboro, and who maintain a year-round or seasonal residence. Such individuals are to be nominated by the Advisory Committee and elected by registered voters and property owners at the annual Town Meeting. One such member is to have an initial two-year term (expiring at Town Meeting 2018), and the other is to have an initial one-year term (expiring at Town Meeting 2017).
- One member employed by the Island Institute and appointed by its President, to have an initial one-year term (expiring at Town Meeting 2017).

Explanation: In late December of 2015, the Frenchboro Future Development Corporation (FFDC), working with a group of interested island residents, the Island Institute and Maine Community Foundation (MCF), established a fund called "The Frenchboro Community Fund" at MCF and contributed the initial capital in the amount of \$25,000. The Fund is maintained and administered by MCF on behalf of the Town of Frenchboro, and as MCF is a 50(c)(3) organization, all donations to the Fund are tax deductible to the donor. Under the operative documents, distributions of revenues from the Fund are designated as follows:

First priority is the funding of facilities, staffing, operations and programs of the Frenchboro School and the off-island education of high school-aged children of families living year-round on the island.

After giving due consideration to the school as first priority, the funding of facilities, operations and programs that support the health, education and welfare of families living and working year-round on the island may be approved.

As described in the "Statement of Purpose" of the Fund, a copy of which is included at page \_\_\_\_, the Town is to establish a five-member advisory committee to oversee the use of distributions from the Fund to the Town. This Fund Committee is to include a cross section of members of the Frenchboro community.

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

Select Board recommends passage.

Article 45	To choose two members of the Fund Committee consistent with the membership guidelines of the Fund, one to hold a two-year initial term, and one to hold an initial one-year term.
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Explanation: Should the establishment of the Fund Committee as proposed in Article 44 be approved by the voters, the Select Board has appointed Kim Smith as its designee. Two other members of the Fund Committee will be designated by FFD) and the Island Institute.

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**

Article 46	To give the Select Board the authority to allow for selective harvesting of the woodland on Frenchboro if the Maine Coast Heritage Trust decides to do so.
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Select Board recommends passage.

**Motion to approve as written, 2<sup>nd</sup>. Hand vote – motion carries.**